

9 April 1958

Dissemination of NIS

1. As of 31 March 1958 a total of 3,620 NIS units had been published of which 338 were maintenance revisions of previously published units. An average of about 450 copies of each published unit was distributed initially which means that over 1,600,000 copies have been disseminated to NIS users throughout the government since the start of the program in 1948. In addition a reserve stock of 125 copies of each NIS unit is provided for in the press run, and this stock is held at the CIA Records Center to fulfill supplemental requests from using agencies. The supplemental demand has ranged from light to very heavy on individual NIS units. While a second printing of 72 units has been necessary to meet the supplemental demand, the 125 copy reserve stock level appears to be generally adequate without being excessive.

2. The initial dissemination of each published NIS unit is based on requirements determined by the individual agencies. These requirements are precisely stated in numbers of copies required for each NIS unit scheduled for production during the current fiscal year. The printing order for each NIS unit reflects the sum total of the agencies' requirements plus the 125 copies for reserve stock. Since the needs of the agencies vary according to their respective missions and areas of responsibility, the press runs for individual NIS units also vary. For the current fiscal year the press runs range from a low of 355 copies to a high of 625 copies.

3. As shown in Tab A, the IAC agencies receive the greater portion of the NIS that is being distributed, but it will be noted that 18 other government activities have established requirements for NIS in their fields of specialization, and they are now receiving on a regular basis some, or all, NIS units as they are published, as provided for in IAC-D-45/12, Part II.

SUBJECT: Dissemination of NIS

9 April 1958

2

4. Complete sets of NIS are maintained at the White House; in the libraries of all headquarters components of the IAC agencies, and in the Emergency Relocation Centers. Complete sets are also maintained by the Major Commands of the Defense Agencies, and at various Army Posts, Air Bases, and Naval Stations. Additionally, staff, operational, and technical components of the Defense Agencies receive selected NIS units in accordance with their specialized requirements. Complete sets of NIS will also be found at the Defense Agency schools such as the National War College, Armed Forces Staff College, Army War College, Command and General Staff School, Naval War College, Naval Intelligence School, Strategic Intelligence School, and Air Intelligence School, to name those that come immediately to mind.

5. In the Department of State only the NIS units requested by the embassies are sent to the field. Some embassies require only the NIS units on their immediate area of responsibility, but many of them have requested, and are now receiving, NIS on contiguous areas as well.

6. Within CIA the NIS dissemination requirements are determined by OCR.

7. Certain uncontrolled NIS units are also being released to the

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8. OBI maintains the record of current requirements for NIS units. On receipt of the advanced copy of a particular NIS unit, OBI notifies LD/OCR that the final collating and assembling of the study will be completed and ready for final distribution in the next few days. Included in the notification is a tabulation showing the agencies which are to receive the NIS unit, and the number of copies each is to receive. Attached as Tab B is the form used for this purpose. OCR then issues instructions for the delivery of the NIS units in the number of copies specified by OBI. (Tab C.)

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